



December 6, 1999

Clint Seiter  
Hazardous Waste Management Division  
U. S. EPA Region IX  
75 Hawthorne Street  
San Francisco, CA 94105

**\*\*\* Overnight Delivery \*\*\***

**Sunkist Growers**  
John V. Newman Research Center  
760 E. Sunkist Street  
P.O. Box 3720  
Ontario, CA 91761-1862  
Tel: (909) 983-9811

Subject: **WST-3-1 Sunkist Growers, Inc. CAD981412828**

Dear Mr. Seiter,

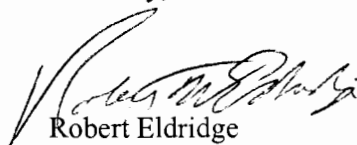
This letter shall serve as a progress report regarding your request for additional information for fulfillment of the *Compliance Order*. After the initial "20 day" submission, you requested (via telephone) that we pursue the additional arrangements with local authorities to coordinate an emergency response and add additional information describing the purpose of the listed emergency equipment in the Contingency Plan.

In response, please find attached copies of letters sent to local authorities to coordinate activities in the event of an emergency, in addition to those supplied in previous correspondence.

Additionally, you will find attached a copy of the revised Contingency Plan (without previously supplied maps) with the required modifications where descriptive information was expanded to better reflect the purpose of the emergency equipment, especially that of the fire extinguishers. Please note pages 25-31.

Please feel free to call me at (909)933-2393 or Terry Catlin at (909)933-2264 for clarification and/or further information and to provide any comments.

Sincerely,



Robert Eldridge  
Director of Operations

attachments    - Letter to Ontario Fire Department, dated 11/18/99  
                     - Letter to State Office of Emergency Services, dated 11/18/99  
                     - Letter to Local Office of Emergency Services, dated 11/18/99  
                     - Letter to County Fire Department, dated 11/18/99  
                     - Revised Contingency Plan, dated December 6, 1999

cc: O. Belletto, T. Catlin, K. Moyer, T. Moore, R. Peterson, W. Wells  
(epawst3d.doc)



November 18, 1999

Ontario Fire Department  
425 East B Street  
Ontario, CA 91761

\*\*\* Certified Receipt \*\*\*  
Z 338-357-018

Sunkist Growers  
John V. Newman Research Center  
760 E. Sunkist Street  
P.O. Box 3720  
Ontario, CA 91761-1862  
Tel: (909) 983-9811

**Re: Emergency Response Procedures for Hazardous Material/Waste Contingency Planning**

To whom it may concern:

We hereby inform you of our generation and storage of hazardous material/waste at our Ontario facility and pursuant to 22 CCR – 66265.37 wish to facilitate coordination in the event your assistance is necessary in case of an emergency involving hazardous material/waste at our facility. The hazardous wastes/materials we currently have on site includes but is not limited to the following:

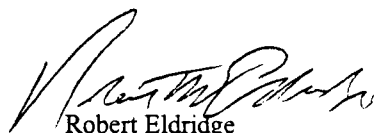
Anhydrous Ammonia (NH<sub>3</sub>)  
Potassium Hydroxide (KOH)  
Sodium Hydroxide (NaOH)  
Waste Petroleum Oil

Laboratory Wastes (Various)  
Citrus Oil  
Waste Paint

Pursuant to 22 CCR – 66265.52, we have developed an Emergency Response (Contingency) Plan to minimize hazards to human health or the environment from unplanned or sudden releases of hazardous material/waste, or from fires or explosions. As part of this program we have established emergency procedures and trained our personnel to immediately handle such unplanned or sudden occurrences. I have attached a copy of our Emergency Response (Contingency) Plan for your files.

Please inform us of your acknowledgment of this request to coordinate emergency response assistance. If you would like to visit our facility or have our personnel involved in any planning exercise, please advise the undersigned. If your assistance is required in the event of an emergency, it will be most appreciated.

Sincerely



Robert Eldridge  
Director of Operations

/tc

Attachment: Copy of Emergency Response (Contingency) Plan

cc: O. Belletto, T. Catlin, J. Figueroa, T. Moore, K. Moyer, W. Wells  
(agency2.doc)

XC: R. PETERSON



November 18, 1999

Office of Emergency Services  
Hazardous Materials Unit  
P.O. Box 419047  
Rancho Cordova, CA 95741-9047

**\*\*\* Certified Receipt \*\*\***  
**Z 338-357-020**

Sunkist Growers  
John V. Newman Research Center  
760 E. Sunkist Street  
P.O. Box 3720  
Ontario, CA 91761-1862  
Tel: (909) 983-9811

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Sodium Hydroxide (NaOH)  
Waste Petroleum Oil

Laboratory Wastes (Various)  
Citrus Oil  
Waste Paint

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Sincerely

Robert Eldridge  
Director of Operations

/tc

Attachment: Copy of Emergency Response (Contingency) Plan

cc: O. Belletto, T. Catlin, J. Figueroa, T. Moore, K. Moyer, W. Wells  
(agency4.doc)



November 18, 1999

Office of Emergency Services  
1743 Miro Way  
Rialto, CA 92376

**\*\*\* Certified Receipt \*\*\***  
**Z 338-357-019**

Sunkist Growers  
John V. Newman Research Center  
760 E. Sunkist Street  
P.O. Box 3720  
Ontario, CA 91761-1862  
Tel: (909) 983-9811

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Citrus Oil  
Waste Paint

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Sincerely

Robert Eldridge  
Director of Operations

/tc

Attachment: Copy of Emergency Response (Contingency) Plan

cc: O. Belletto, T. Catlin, J. Figueroa, T. Moore, K. Moyer, W. Wells  
(agency3.doc)



November 18, 1999

County Fire Department  
Hazardous Materials Division  
385 North Arrowhead Avenue, 2nd Floor  
San Bernardino, CA 92415-0153

\*\*\* Certified Receipt \*\*\*  
Z 338-357-017

Sunkist Growers  
John V. Newman Research Center  
760 E. Sunkist Street  
P.O. Box 3720  
Ontario, CA 91761-1862  
Tel: (909) 983-9811

Attn.: Kristen Riegel

**Re: Emergency Response Procedures for Hazardous Material/Waste Contingency Planning**

Dear Ms. Riegel:


We hereby inform you of our generation and storage of hazardous material/waste at our Ontario facility and pursuant to 22 CCR – 66265.37 wish to facilitate coordination in the event your assistance is necessary in case of an emergency involving hazardous material/waste at our facility. The hazardous wastes/materials we currently have on site includes but is not limited to the following:

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Potassium Hydroxide (KOH)	Citrus Oil
Sodium Hydroxide (NaOH)	Waste Paint
Waste Petroleum Oil	

Pursuant to 22 CCR – 66265.52, we have developed an Emergency Response (Contingency) Plan to minimize hazards to human health or the environment from unplanned or sudden releases of hazardous material/waste, or from fires or explosions. As part of this program we have established emergency procedures and trained our personnel to immediately handle such unplanned or sudden occurrences. I have attached a copy of our Emergency Response (Contingency) Plan for your files.

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Director of Operations

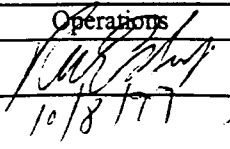
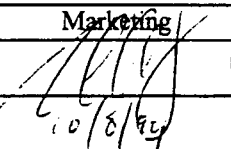
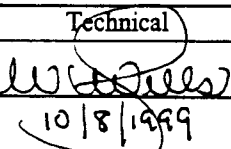
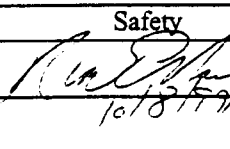
/tc

Attachment: Copy of Emergency Response (Contingency) Plan

cc: O. Belletto, T. Catlin, J. Figueroa, T. Moore, K. Moyer, W. Wells  
(agency1.doc)

**SUKNIST GROWERS**  
**Emergency Response Plan**  
Ontario Facility

October 10, 1999

	Operations	Marketing	Technical	Safety
Approvals:	 10/8/99	 10/8/99	 10/8/1999	 10/8/99

808

**AGENCY 4. DOC**

Is your RETURN ADDRESS completed on the reverse side?

<b>SENDER:</b> ■ Complete items 1 and/or 2 for additional services. ■ Complete items 3, 4a, and 4b. ■ Print your name and address on the reverse of this form so that we can return this card to you. ■ Attach this form to the front of the mailpiece, or on the back if space does not permit. ■ Write "Return Receipt Requested" on the mailpiece below the article number. ■ The Return Receipt will show to whom the article was delivered and the date delivered.		I also wish to receive the following services (for an extra fee): 1. <input type="checkbox"/> Addressee's Address 2. <input type="checkbox"/> Restricted Delivery Consult postmaster for fee.
3. Article Addressed to: OES HAZ. MAT. UNIT POB 419047 RANCHO CORDON, CA 95741-9047	4a. Article Number Z 338 357 020	4b. Service Type <input type="checkbox"/> Registered <input checked="" type="checkbox"/> Certified <input type="checkbox"/> Express Mail <input type="checkbox"/> Insured <input checked="" type="checkbox"/> Return Receipt for Merchandise <input type="checkbox"/> COD
5. Received By: (Print Name) KRIS SCOTT	7. Date of Delivery 11/23/99	
6. Signature: (Addressee or Agent) X [Signature]	8. Addressee's Address (Only if requested and fee is paid)	

PS Form 3811, December 1994 102595-98-B-0229 Domestic Return Receipt

Thank you for using Return Receipt Service.

808

**AGENCY 2. DOC**

Is your RETURN ADDRESS completed on the reverse side?

<b>SENDER:</b> ■ Complete items 1 and/or 2 for additional services. ■ Complete items 3, 4a, and 4b. ■ Print your name and address on the reverse of this form so that we can return this card to you. ■ Attach this form to the front of the mailpiece, or on the back if space does not permit. ■ Write "Return Receipt Requested" on the mailpiece below the article number. ■ The Return Receipt will show to whom the article was delivered and the date delivered.		I also wish to receive the following services (for an extra fee): 1. <input type="checkbox"/> Addressee's Address 2. <input type="checkbox"/> Restricted Delivery Consult postmaster for fee.
3. Article Addressed to: ONTARIO FIRE DEPT 425 EAST 8 ST. ONTARIO, CA 91761	4a. Article Number Z 338 357 018	4b. Service Type <input type="checkbox"/> Registered <input checked="" type="checkbox"/> Certified <input type="checkbox"/> Express Mail <input type="checkbox"/> Insured <input checked="" type="checkbox"/> Return Receipt for Merchandise <input type="checkbox"/> COD
5. Received By: (Print Name)	7. Date of Delivery 11-20-99	
6. Signature: (Addressee or Agent) X [Signature]	8. Addressee's Address (Only if requested and fee is paid)	

PS Form 3811, December 1994 102595-98-B-0229 Domestic Return Receipt

Thank you for using Return Receipt Service.

808

**AGENCY 3, DOC**

**Is your RETURN ADDRESS completed on the reverse side?**

**SENDER:**

- Complete items 1 and/or 2 for additional services.
- Complete items 3, 4a, and 4b.
- Print your name and address on the reverse of this form so that we can return this card to you.
- Attach this form to the front of the mailpiece, or on the back if space does not permit.
- Write "Return Receipt Requested" on the mailpiece below the article number.
- The Return Receipt will show to whom the article was delivered and the date delivered.

I also wish to receive the following services (for an extra fee):

1. ☐ Addressee's Address

2. ☐ Restricted Delivery

Consult postmaster for fee.

3. Article Addressed to:

DES  
1743 MIRO WAY  
RIANTO, CA 92376

4a. Article Number  
Z 338 357 019

4b. Service Type

☐ Registered ☒ Certified

☐ Express Mail ☐ Insured

☒ Return Receipt for Merchandise ☐ COD

7. Date of Delivery

5. Received By: (Print Name)  
LAURIE RICE

6. Signature: (Addressee or Agent)  
X Laurie Rice

8. Addressee's Address (Only if requested and fee is paid)

PS Form 3811, December 1994 102595-98-B-0229 Domestic Return Receipt

Thank you for using Return Receipt Service.

808

**AGENCY 1, DOC**

**Is your RETURN ADDRESS completed on the reverse side?**

**SENDER:**

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- Complete items 3, 4a, and 4b.
- Print your name and address on the reverse of this form so that we can return this card to you.
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- The Return Receipt will show to whom the article was delivered and the date delivered.

I also wish to receive the following services (for an extra fee):

1. ☐ Addressee's Address

2. ☐ Restricted Delivery

Consult postmaster for fee.

3. Article Addressed to:

COUNTY FIRE DEPT.  
1112. HRT DIV.  
385 N. ANNAWITHEAD  
2ND FLOOR  
SAN BERNARDINO, CA 92415

4a. Article Number  
Z 338 357 017

4b. Service Type

☐ Registered ☒ Certified

☐ Express Mail ☐ Insured

☒ Return Receipt for Merchandise ☐ COD

7. Date of Delivery  
11/23/99

5. Received By: (Print Name)  
-0153

6. Signature: (Addressee or Agent)  
X Reg. J. Encarnacion Jr. OK

8. Addressee's Address (Only if requested and fee is paid)

PS Form 3811, December 1994 102595-98-B-0229 Domestic Return Receipt

Thank you for using Return Receipt Service.





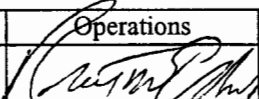
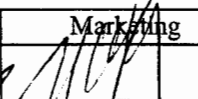
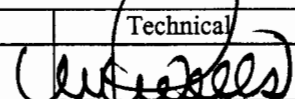
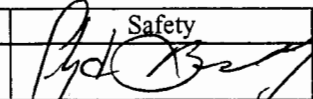
Processed Products Division  
Research & Technical Services Division

## EMERGENCY RESPONSE PLAN Ontario Facility

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### SUNKIST GROWERS **Emergency Response Plan** Ontario Facility

December 6, 1999

	Operations	Marketing	Technical	Safety
Approvals:				

DEC - 7 1999

## EMERGENCY RESPONSE PLAN Ontario Facility

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Processed Products Division  
Research & Technical Services Division

## EMERGENCY RESPONSE PLAN Ontario Facility

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### I. BUSINESS LOCATIONS

Sunkist Growers, Inc.  
Ontario Facility  
(909) 983-9811

#### **Processed Products Division**

616 East Sunkist Street, Ontario, CA 91761  
720 East Sunkist Street, Ontario, CA 91761

#### **Research & Technical Services Division**

760 East Sunkist Street, Ontario, CA 91761

### **BUSINESS DESCRIPTION**

Sunkist Growers Inc. is a membership cooperative marketing association representing citrus growers with orchards in California and Arizona.

The Ontario, California location is comprised of a citrus juice processing plant (Processed Products Division) and the Research & Technical Services Division, owned by Sunkist Growers, Inc. The Ontario facility employs an average of 400 people involved in production, dry, refrigerated and freezer warehousing, accounting, sales, juice and equipment manufacturing and technical services. There are approximately 64 people scheduled for shift 1 (12M - 8 am), 259 people per shift on shift 2 (8 am-4 pm), and 64 people on shift 3 (4 pm-12M).

#### **STANDARD INDUSTRIAL CLASSIFICATION CODE**

2037

#### **DUNN AND BRADSTREET**

800-823-7018



Processed Products Division

Research & Technical Services Division

## EMERGENCY RESPONSE PLAN Ontario Facility

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### **II. KEY PERSONNEL**

Key personnel may need to be contacted during an emergency. These persons may have special knowledge that would be helpful during an emergency incident. They are selected by management and a Call List with their names and phone numbers are maintained by the Safety Office and the Personnel Office.

This Call List of Key Personnel and their alternates with their home telephone numbers will be kept in the Emergency Control Center, Security Office, Personnel Office and with Call List personnel. The Safety Office and Personnel Office will update the Call List as to names and telephone numbers every six months or sooner if necessary because of changes. This updated Call List will be sent to Call List Personnel. This Call List is otherwise confidential.









**EMERGENCY RESPONSE PLAN  
Ontario Facility**

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**PRIMARY DISASTER CONTACTS****LOCAL EMERGENCY SERVICES**

Police	911 or (909)986-6711
Fire	911 or (909)983-5911
San Antonio Community Hospital	(909)985-2811
Ambulance	(909)983-6943
Paramedics	911 or 983-9643
Red Cross - Ontario	(909)986-6651
Coroner's Office San Bernardino County	(909)387-2978
California Highway Patrol	911 or (909)984-1241

**ADDITIONAL PHONE NUMBERS TO BE USED BY THE EC**

San Bernardino County Fire Department (Actual or threatened hazardous material release)	(800)338-6942 or (909)387-4631
State Office of Emergency Services	(800)852-7550 or (916)262-1621
National Response Center (Hazardous material release over reported quantity)	800-424-8802
Sunkist Plant Safety Office	2502
Sunkist Plant Security	2541
Sunkist Emergency Number	2541



Processed Products Division  
Research & Technical Services Division

## EMERGENCY RESPONSE PLAN Ontario Facility

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### IV. EMERGENCY RESPONSE PROCEDURES

#### A. INTRODUCTION

In an effort to minimize potential dangers to employees and/or harm to the environment if an emergency incident should occur, the Sunkist Ontario Facility will implement an emergency response program.

It is the purpose of this plan to establish responsibilities, describe procedures and provide instruction for implementation of the program.

#### B. CONCEPT:

##### 1. MANAGEMENT GROUP

The Management Group will report to Senior Management of Sunkist Growers, Inc., in Ontario and Sherman Oaks.

The Management Group will be in charge during and immediately following activation of the major emergency plan.

They will assure that the Emergency Response Team members know and fully understand their individual responsibilities during an emergency incident.

In the event of a major emergency, the line of authority (depending on attendance and the time of day) will be as follows:

Director of Plant Operations  
Plant Manager (**Primary Emergency Coordinator**)  
Plant Engineer (**Secondary Emergency Coordinator**)  
Fruit Processing Manager (**Tertiary Emergency Coordinator**)  
Environmental Services Manager  
Night Superintendent  
Hourly Relief Foreman (night shifts and weekends)

The designated EMERGENCY COORDINATOR (EC) will have the authority to declare an emergency situation and to take appropriate action. This individual will be in charge of the Emergency Control Center (ECC).

## EMERGENCY RESPONSE PLAN Ontario Facility

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### **2. EMERGENCY CONTROL CENTER (ECC)**

The location of the "ECC" will be established by the Emergency Coordinator.

It is recommended that the ECC be mobile. Ideally, a van equipped with two radios (one on maintenance and production frequencies), a cellular phone for external communication, and a beeper should be available.

Members of the ECC and their designates will wear distinctively marked vests during an emergency. Members of the ECC will coordinate with police, fire and other outside agencies.

### **3. EMERGENCY COORDINATOR (EC)**

The EC holds overall responsibility and accountability for employees, machinery and all other resources at the facilities.

The EC has the authority to declare an emergency situation.

The EC is in charge of the Emergency Control Center (ECC).

The EC insures that notice of evacuation has been initiated, if needed.

The EC receives reports from the area coordinators, security and maintenance personnel and takes necessary actions.

The EC is responsible for designating employee evacuation areas.

The EC contacts and coordinates both internal and external (medical, security, police, fire, paramedics and American Red Cross & other outside agencies) emergency response teams.

The EC (or designate) will report all actual or threatened releases of hazardous materials to the proper governmental agencies.

## EMERGENCY RESPONSE PLAN Ontario Facility

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### **4. SECURITY**

Security will manage vehicular traffic.

The Security Officer will remain in or near the guard house for access to the ECC. Security will remain in radio contact with the ECC via the maintenance frequency.

If the position is compromised, the Security Officer will remain as close as practical to the Security Office.

Additional personnel will be assigned to Security by the ECC as needed. Security personnel and any assistants will be identified by florescent international orange vests.

### **5. MAINTENANCE**

Maintenance and refrigeration personnel will be responsible for shutting off utilities.

They will coordinate debris removal and, if possible, repairs.

Maintenance will be liaison with Co-Generation.

### **6. AREA COORDINATORS**

There will be an Assistant Coordinator in each work area who will report to the area Coordinator and carry out his instructions.

Shutdown procedures for hazardous or vital functions will be developed and directed as needed by the Area Coordinator.

The Area Coordinator will be responsible for communication to the ECC for the following:

- Reporting an emergency or hazardous condition
- Carrying out the instructions and recommendations of the ECC
- Reporting the action taken
- Controlling the evacuation if so ordered by the ECC.

The ECC and Area Coordinator will remain in contact with each other either by the Production or Maintenance radio frequencies. If an area does not have radio communication capability, these areas and the ECC will use messengers.

## EMERGENCY RESPONSE PLAN Ontario Facility

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The ECC's orders will be relayed through the Area Coordinator to their assistants. The assistants will instruct the personnel in their area. All personnel are to follow their Area Coordinator's and/or Assistant Coordinator's instructions only.

If a work area is to be evacuated, the Assistant Coordinator will control his group to effect an orderly evacuation. Attendance will be taken by the Assistant Coordinator and reported to the Area Coordinator.

If there are injured personnel in the Area Coordinator's area he will so notify the ECC. The ECC will then take appropriate action.

### **7. RESPONSE TEAM**

A group of trained personnel will report to the designated area and facilitate care of any injured.

Aid will be established to care for as many people as possible in the quickest way using Red Cross First Aid and CPR methods. Employees will be grouped according to condition.

A foreman or lead person certified in First Aid and CPR will be assigned to direct this area until paramedics arrive or emergency medical systems (EMS) respondents arrive at the scene.

### **8. TRAINING PROGRAM FOR EMPLOYEES**

All employees will have initial training and yearly updates for dealing with the special hazards and safe handling practices of each of the hazardous materials in their work area.

All employees will have initial training including their responsibilities and yearly reviews in emergency response procedures. This training will include understanding the written Emergency Response Plan and actual emergency drills.

All emergency response personnel will receive initial training and yearly reviews for the proper handling of an emergency situation, reporting procedures and their responsibilities during an emergency incident.

Selected personnel will have training and biennial reviews for First Aid, CPR, and Fire Extinguisher performance. Self-contained breathing apparatus (SCBA) training is annual.

## EMERGENCY RESPONSE PLAN Ontario Facility

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Management will be responsible for assuring employees are trained as directed in the Hazard Communication Plan, the Emergency Response Plan and the Safety Program.

The Safety Program includes various training in methods of safe operation and inspection of machines and equipment in an employee's department, vessel entry and other specialized procedures, check lists and the use of emergency response equipment.

### **C. EMERGENCY RESPONSE OPERATION**

#### **1. PREPARATION FOR AN EMERGENCY**

The Employees --

Will know who the Coordinators are for their area.

Will be familiar with emergency procedures, exit routes and evacuation assembly areas for their work area.

The Supervisors, Foremen or Leads --

Are to be familiar with floor arrangements, number of occupants and location of exits in their area.

Are to identify any handicapped employees in their area and make arrangements for their safe removal in an emergency.

Are to insure maintenance of all equipment including: lighting system, emergency lighting system, ventilation controls, communications, etc.

Are to review the Emergency Plan with all employees:

1. when an employee starts working in the area;
2. when changes are made to the plan or to the employee's responsibilities; and
3. at least annually.

#### **4. METHODS OF REPORTING FIRES & HAZARDOUS MATERIAL RELEASES**

##### **FIRES:**

If a fire is localized in the judgment of an employee "who has been trained" in the use of fire fighting equipment, an attempt should be made to extinguish the fire. Report the fire and use of equipment to immediate supervisor, even if fire is extinguished.

If an employee discovering a fire decides that the situation is beyond control, that employee will pull the nearest fire alarm and notify his/her supervisor(s) or manager.

If you cannot notify your supervisor(s) or manager call the Emergency Number - Ext. 2541.

Security will contact the Fire Department. If an employee can't contact security 9-911 should be called from any phone.

Coordinators will report all fires to the Maintenance Department during the second shift or to Security on the first and third shift.

Security will notify Maintenance at all times of fires and fire alarms which have been activated.

##### **HAZARDOUS MATERIAL RELEASES:**

All actual hazardous material releases will be reported IMMEDIATELY to the Foremen and/or EC.

All threatened hazardous material releases will be reported IMMEDIATELY to the Foremen and/or EC.

All actual and threatened releases of hazardous materials will be reported IMMEDIATELY to the EC by the Foremen.

The EC OR DESIGNATE will IMMEDIATELY report all actual and threatened releases of hazardous materials to the proper governmental agency.

All hazardous material releases will be reported to the Maintenance Department.

The Safety Department will be notified by the Supervisor of any chemical release or fire.

### 6. EVACUATION AREAS

The EVACUATION AREA is a safe waiting area away from danger inside or outside a building. The designated Evacuation Areas are shown on the map titled *Designated Evacuation Areas* in case it is necessary to evacuate one or all of the Products Group buildings.

All floors of a building(s) will be evacuated as directed by the ECC.

If it is determined that general evacuation should take place the ECC will order it and inform the Area Coordinators. The Area Coordinators will be informed as to what degree an evacuation should take place and if there are any conditions that would affect an evacuation.

The Area Coordinators and their Assistants will inform the employees:

1. That an evacuation of the area is necessary.
2. That the employees should evacuate to one of their Designated Evacuation Areas.
3. That an emergency exists in one of the designated areas and it is necessary to go to an alternate area.
4. Upon reaching the Evacuation Area each employee will check in with the Area Coordinator in order to be sure each person has arrived safely.

### 7. ACCOUNTING FOR EMPLOYEES

The Assistant Coordinator will be responsible for:

- a) Accounting of all employees on his/her crew.
- b) Identification of employees from other departments that are in the Designated Evacuation Area.
- c) Identification of any visitors in the Designated Evacuation Area.



## EMERGENCY RESPONSE PLAN Ontario Facility

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The Assistant will report to the Area Coordinator:

- a) The number of his/her employees.
- b) The names of any visitors in the Designated Evacuation Area.
- c) The names of any employees in the Assistant's department that did not report to the Designated Evacuation Area.
- d) Any injuries of employees and visitors.

The Area Coordinator will report to the ECC:

- a) The names of any unaccounted employees.
- b) The names of visitors and employees of other departments and where they normally work and copies of the visitors sign-in log.
- c) The extent of injured personnel.

The ECC will determine:

- a) If an individual missing from an area has been located in another Designated Evacuation Area if the person may still be in an evacuated area.
- b) If necessary, the ECC will determine who will search for any unaccounted personnel.

Injured Personnel:

- a) If trained personnel have determined that an injured person can be moved, he/she will be taken to the assigned Triage area.
- b) If an Area Coordinator is of the opinion that an injured person cannot be moved, the ECC will be notified and appropriate action will be taken.
- c) The Medical Team or Paramedic must notify the Area Coordinator if an injured person is taken to a medical facility.
- d) The area Coordinator must keep a list of injured personnel taken to a hospital.

## EMERGENCY RESPONSE PLAN Ontario Facility

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### 8. WARNING SYSTEMS

#### RADIOS

Radios used by Production, Maintenance and Distribution will be the main source of communication during an emergency between the ECC and the affected departments.

#### TELEPHONE

##### EMERGENCY NUMBER -- EXTENSION 2541

This extension is in the Security Office. An employee will use this number if the department supervisor(s) or manager cannot be reached.

The telephone system is not to be used for non-emergency calls during an incident. Incoming calls will be screened.

#### FIRE

The Central Fire alarm system is located adjacent to the First Aid Station. All incoming alarms shall be responded to immediately and the appropriate personnel notified.

All fire alarm boxes and fire hydrants shall be kept clear of blockage and be easily accessible to emergency response teams. (see map for locations)

#### PUBLIC ADDRESS SYSTEM

Available for use 7:30 am to 4:15 pm, Monday through Friday.

There are three PA systems that can be reached directly by phone:

Main Plant	Extension 2300 (Personnel)
R&D	Extension 89
PSD	Extension 88
Can Plant	Extension 86

## EMERGENCY RESPONSE PLAN Ontario Facility

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### **9. MONITORS**

Monitors shall be stored and maintained in the departments requiring the use of these monitors. The monitors shall be checked, calibrated and serviced by the Instrument Technician weekly.

In the advent that a monitor is required, the appropriate monitor shall be used.

### **10. INFORMATIONAL DEVICES**

All drums, tanks pipes and other hazards shall be marked with the appropriate devices as set forth by the Federal, State and other official mandates. These devices should indicate, but not be limited to the contents, special handling, health, fire and safety hazards as appropriate.

### **11. MATERIAL REDUCTION**

#### **DRUMS**

All materials shall be ordered to limit excessive surplus on hand. All stock shall be rotated to avoid product deterioration.

As drums of material are used the empty containers shall be gathered in a central location to be picked up and returned to the manufacturer in a timely manner. If this is not possible the container shall be cleaned or destroyed and all residue contained handled appropriately as set forth in the Material safety Data Sheet.

The following is a list of the manufacturers or waste disposal companies that pick up the product containers.

1. Propylene Glycol - Van Waters and Rogers Co.
2. Ecolab- Stephen B. Cooperage Co.
3. Waste Oils - Leach Oil Co..
4. Isopropyl Alcohol - Industrial Waste Utilization Inc.
5. Paint Solvents and dry residue - PLC Inc.
6. Cleaning Solvents - Safety Kleen Co.
7. Organic Solvents - Industrial Waste Utilization Inc.

### **WASTEWATER EFFLUENT**

Wastewater effluent is handled in one of two ways. All boilers blow down and excess caustic washwater is sent to the Brine Line (Inland Empire Utilities Agency). Other process water from the plant are pumped to the Edison Farm for disposal. Spent Caustic is sent to the press peel evaporator, concentrated caustic is sent to CCPL (Concentrated Citrus Peel Liquor).

### **12. SPILL CONTROL PROCEDURE**

#### **LIQUID**

Control spill by using Absorbee and use air operated diaphragm pump to put liquid into our inventory of empty drums. Liquid will either be reused (if quality permits) or will be disposed of. Where permissible use of berms, retaining walls, dikes and drains are to be used to limit the area of contamination. (see map for locations)

#### **AMMONIA GAS OR LIQUID**

Close valve closest to the leak and use a high velocity water fog nozzle to control the cloud.

#### **SOLID**

Spilled material can be picked up and put into our inventory of empty drums.

**NOTE:** Recommendation for clean up described in Material Safety Data Sheets and all safety precautions are to be followed.

### **13. UPDATING THE PLAN**

The Emergency Plan will be updated by the Safety Officer as often as required to keep the plan current.

Updates will be distributed to:

- Vice President – RTS & Processed Products Divisions
- Directors
- Department Managers
- Supervisors

It will be the responsibility of those holding copies of the Emergency Plan Manual to file updates.

The Call List will be updated whenever necessary.

## EMERGENCY RESPONSE PLAN Ontario Facility

### III. APPENDICES

#### A. EMERGENCY EQUIPMENT

Emergency equipment must be readily available and well protected so it is reliable. It should be checked, inspected and cleaned on a regular basis.

Various departments have on hand equipment that could be used in an emergency such as wet gear, various types of gloves, and respirators. General Stores, the name given to Sunkist's in-house supply, also have some of this equipment available.

The following pages lists various types of equipment, including location, available for an emergency.

#### 1. FIRE EXTINGUISHER LOCATIONS

Bldg. No.	Description	Units	Type*
12	Administration	18	ABC
14, 15	Old Pectin Bldg., Old Perma-Stabil Bldg.	21	ABC
16	PSD	9	ABC - Halon
17	Research Center	11,10	ABC,BC
13, 29, 32	Guard House 44,33	26	ABC
21	Oil Processing	20	ABC
23	Machine Shop	29	ABC
31	Leasee Manufacturing, QC Laboratory	27	ABC
68, 37	Construction, PSD, Tank Farm	36	ABC
40	LP Tank, 42,11 - Warehouse, 74	25	ABC
52,53,61,6		28	ABC
2,PS,BS			
54,64	Lemon Processing, Can Plant	21	ABC
	Project Engineering	3	ABC

\* **ABC Extinguishers** to be used on any Class A (combustibles like wood or paper), Class B (liquids or gases) or Class C (electrical) fires.

**Halon Extinguishers** to be used on computer or electronic equipment fires.

**BC Extinguishers** to be used on Class B (liquids or gases) or Class C (electrical) fires.

## EMERGENCY RESPONSE PLAN Ontario Facility

### FIRE EXTINGUISHER LOCATIONS ONTARIO FACILITY

Bldg. # 1	1 <sup>st</sup> Floor	Inside bulk storage N/W post	ABC
		Inside bulk storage Center post	ABC
		Inside bulk storage S/E post	ABC
		Inside bulk storage N/E post	ABC
		Mix Room – Top of platform stairs	ABC
		Compressor room East door	ABC
		Hydraulic pump area	ABC
		North wall outside men's room	ABC
	3 <sup>rd</sup> Floor	Northwest office door	ABC
		Behind control panel in office	ABC
Bldg. # 12 (Warehouse)	Basement	Door by stairs	ABC
	1 <sup>st</sup> Floor	Telephone Room	Halon
		UPS Shipping Room	ABC
		By North Elevator	ABC
	2 <sup>nd</sup> Floor	Outside East entrance Cooler #12	ABC
		By North Elevator	ABC
		S/W Section	ABC
	3 <sup>rd</sup> Floor	N/W Section by copy room	ABC
		By North elevator	ABC
		N/W Corner by offices	ABC
Bldg. #12 (Offices)	Roof	By roof access door	ABC
	1 <sup>st</sup> Floor	East Entry	ABC
		West Entry	ABC
	2 <sup>nd</sup> Floor	East stairway	ABC
		Center Hall	ABC
	3 <sup>rd</sup> Floor	East stairway	ABC
		West Hall	ABC
		S/W end of hallway	ABC
	4 <sup>th</sup> Floor	East Stairway	ABC
		Center hallway by elevator	ABC
Bldg. #29	1 <sup>st</sup> Floor	West wall by #6 Cooler	ABC
Bldg #32	1 <sup>st</sup> Floor	South Door	ABC
		#3 Evaporator Area	ABC
		#4 Evaporator Area	ABC
Bldg. #11	Basement	By elevator	ABC
	1 <sup>st</sup> Floor	Inside #3 Cooler	ABC
		Outside #4 Cooler	ABC
		Inside #5 Cooler	ABC
	2 <sup>nd</sup> Floor	Inside oil cooler (North end)	ABC
		By South entry into Bldg. #21	ABC
	3 <sup>rd</sup> Floor	By elevator	ABC
		In cage at North end	ABC
		By South entry into Bldg. #21	ABC

## EMERGENCY RESPONSE PLAN Ontario Facility

### FIRE EXTINGUISHER LOCATIONS, Continued ONTARIO FACILITY

Bldg. #21	Basement	N/E Stairs	ABC
		N/W Post	ABC
		S/W Post by stairs	ABC
		S/E Post	ABC
	1 <sup>st</sup> Floor	By Stairway	ABC
		By elevator	ABC
		By Mailroom	ABC
	2 <sup>nd</sup> Floor	Stairs by Extract room	ABC
		By elevator	ABC
		Storage area	ABC
		North Lab East room	ABC
		North Lab hall entrance	ABC
	3 <sup>rd</sup> Floor	Janitor supply room	ABC
		By Elevator	ABC
		South Hall	ABC
		North Hall	ABC
		West Storage	ABC
Bldg. #13	1 <sup>st</sup> Floor	First-Aid Office	BC
		Security Office	ABC
		Production Foreman's Office	ABC
		Personnel Office North hall	ABC
		Personnel Office South hall	ABC
		Pipe Shop Outside	ABC
	2 <sup>nd</sup> Floor	Outside Foreman's office	ABC
		Refrigeration Shop	ABC
		Foreman's office hallway	ABC
		Secretary's office area	ABC
		Refrigeration Cage	BC
		Engineering Office	BC
Bldg. #14	1 <sup>st</sup> Floor	Electric Shop	ABC
	2 <sup>nd</sup> Floor	North wall	ABC
		East stairway	ABC
	3 <sup>rd</sup> Floor	North wall	ABC
		East stairway	ABC
Bldg. #16	1 <sup>st</sup> Floor	S/E Entrance	ABC
		N/E Corner	ABC
		N/W Corner	ABC
		Computer Room	Halon
		West Hall	ABC
		East Exit	ABC
	Basement	Post across from elevator	ABC
	Roof	Next to roof ladder	ABC



## EMERGENCY RESPONSE PLAN Ontario Facility

### FIRE EXTINGUISHER LOCATIONS, Continued ONTARIO FACILITY

Bldg. # 25	1 <sup>st</sup> Floor	N/W by office	ABC
		Center hall	ABC
		South end of hall	ABC
		S/W Exit	ABC
		N/W Exit	ABC
Bldg. #23	1 <sup>st</sup> Floor	Boiler Room by steam chart	ABC
		Boiler Room East Wall	ABC
		Boiler room S/W	ABC
		Back Shop east door outside	ABC
		Outside work area	ABC
		Welding Area	ABC
		East center post	ABC
		Gas welding cart	BC
		Stockroom office	ABC
		Refrigerator rod storage	ABC
		Tool crib	ABC
		Machine shop west end	ABC
		Inside rollup door North wall	ABC
	2 <sup>nd</sup> Floor	S/W by elevator	ABC
		East side by salt storage	ABC
		Overhaul shop	ABC
		N/W Post	ABC
	3 <sup>rd</sup> Floor	Janitor's office	ABC
		S/W by elevator	ABC
		Center West side	ABC
		South stairway	ABC
Bldg #31 (Production)	Basement	Can line shop	ABC
		By West elevator	ABC
		By filters	ABC
	1 <sup>st</sup> Floor	N/E entrance	ABC
		Passenger elevator	ABC
		Forman's office	ABC
	2 <sup>nd</sup> Floor	Post in center of room	ABC
		South stairway	ABC
		North wall	ABC
		Maintenance cage	ABC
	3 <sup>rd</sup> Floor	Mixer deck by elevator	ABC
		Post by freight elevator	ABC
		East wall by USDA office	ABC
	Roof	By roof door entrance	ABC
Bldg. #31 (Labs)	2 <sup>nd</sup> Floor	S/W Corner	ABC
		S/W office	ABC
		Outside S/W office	ABC
		N/W Office	ABC
		Center of North wall	ABC

## EMERGENCY RESPONSE PLAN Ontario Facility

### FIRE EXTINGUISHER LOCATIONS, Continued ONTARIO FACILITY

Bldg. #31 (Labs)	2 <sup>nd</sup> Floor	South wall by exit	ABC
	3 <sup>rd</sup> Floor	S/E Corner	ABC
		N/W Corner	ABC
		N/E Corner	Halon
		South wall	ABC
		S/W office	ABC
Bldg. #41	1 <sup>st</sup> Floor	Fruit receiving lab	ABC
		Elect room east of lab	ABC
		Fruit feeder office	ABC
	2 <sup>nd</sup> floor	Scale house office	ABC
		Fruit lab office	ABC
	West of Bldg. #41	Propane Tank	ABC
Bldg. #61	2 <sup>nd</sup> Floor	East wall	ABC
		North deck – South railing	ABC
		S/E Corner	ABC
		Electric room (South end)	ABC
		South deck – East wall	ABC
		South deck computer room	Halon
		North lowered deck	ABC
Bldg. #37		Outside west wall	ABC
		Center wall doorway	ABC
		Inside South door	ABC
		Fenced area N Side of bldg. West post	ABC
		Fenced area N side of bldg. Center post	ABC
Bldg. #66	1 <sup>st</sup> Floor	N/E Wall	ABC
		S/E Wall	ABC
		South center wall	ABC
		N/W Wall	ABC
	2 <sup>nd</sup> Floor	Upstairs office	ABC
Bldg. #53	1 <sup>st</sup> Floor	Old NH3 receiver	ABC
		Maintenance room	ABC
		Electrical panel by foreman's office	ABC
Bldg. #54	1 <sup>st</sup> Floor	Main compressor room North end	ABC
		Main compressor room oil dept. office	ABC
		Main compressor room South wall	ABC
		Main compressor room S/W door	ABC
		Oil dept. North wall	ABC
		Oil dept. South wall	ABC
		Oil dept. deck center West wall	ABC
	2 <sup>nd</sup> Floor	Storage West post	ABC

## EMERGENCY RESPONSE PLAN Ontario Facility

### FIRE EXTINGUISHER LOCATIONS, Continued ONTARIO FACILITY

		Storage south door	ABC
Bldg. #62	1 <sup>st</sup> Floor	Inside South door	ABC
		Inside S/W electric room	ABC
		Inside North electric room	ABC
	2 <sup>nd</sup> Floor	South stairs by elevator	ABC
		West wall electric panel	ABC
		N/W corner	ABC
Bldg. # 63	1 <sup>st</sup> Floor	Pasteurizer desk	ABC
		Outside pulp tank electric room	ABC
		Inside pulp tank electric room	ABC
	2 <sup>nd</sup> Floor	North cafeteria hall	ABC
		Cafeteria North door	ABC
		Kitchen walk-in cooler	ABC
		North end of FMC shop	ABC
Bldg. #64	Basement	Center post in paper storage area	ABC
		North wall	ABC
		North post	ABC
	1 <sup>st</sup> Floor	North door to oil dept.	ABC
		N/W corner	ABC
		North wall electric panel	ABC
		West wall	ABC
		Lower office wall	ABC
		N/W machinist cage	ABC
		South machinist cage	ABC
		S/W door	ABC
		Outside South wall paper shed	ABC
		Small can line glue vat	ABC
		Inspector's desk	ABC
Bldg. #74	1 <sup>st</sup> Floor	Break room freezer #20	ABC
		Outside Watkins room	ABC
		Office West end by window	ABC
Bldg. #73	1 <sup>st</sup> Floor	Inside compressor room (East)	ABC
		Inside compressor room (West)	ABC
Bldg. #40	1 <sup>st</sup> Floor	North side East end	ABC
		North side East central	ABC
		North side West central	ABC
		North side West end	ABC
		South side East end	ABC
		South side East central	ABC
		South side West central	ABC
		South side West end	ABC
		Battery charging area West Rail	ABC
		Battery charging area East rail	ABC



Processed Products Division  
Research & Technical Services Division

## EMERGENCY RESPONSE PLAN Ontario Facility

### FIRE EXTINGUISHER LOCATIONS, Continued ONTARIO FACILITY

		Office	ABC
		Office doorway to break room	ABC
		East end	ABC
Bldg. #40	Roof	#2 Roof unit	ABC
		#5 Roof unit	ABC
Bldg. #50	1 <sup>st</sup> Floor	North end	ABC
		South end	ABC
Bldg. #60	1 <sup>st</sup> Floor	West end center	ABC
		East end near entrance doors (*150# Cart)	ABC*
Bldg. #17	1 <sup>st</sup> Floor	Outside compressor room	ABC
		North wall of East pilot plant	ABC
		South wall West exit West pilot plant	ABC
		N/E exit West pilot plant	ABC
		S/E exit West pilot plant	ABC
		North post by sink West pilot plant	ABC
		Office hall East end	ABC
		Receiving North wall	ABC
		Telephone room hall North of receiving	ABC
	2 <sup>nd</sup> Floor	East end of office hall	ABC
		Fruit science lab North post	ABC
		Fruit science lab South post	ABC
		Fruit science lab S/E corner	ABC
		Products research lab center table East	Halon
		Products research lab center table West	Halon
		S/W aisle table end	ABC
		West wall	ABC
		North center post	ABC
		East wall	ABC
		S/E exit	ABC
	Machine Shop	South wall	ABC
		S/E corner	ABC
		N/E exit	ABC
		Supply room top of S/W staircase	ABC
Bldg. #27	1 <sup>st</sup> Floor	North center exit	ABC
		South center exit	ABC
		Paint booth (West end)	ABC
		East leg South wall	ABC
		East leg West wall	ABC
		East Leg East wall	ABC
		North office East wall	ABC

## EMERGENCY RESPONSE PLAN Ontario Facility

### 2. FIRE HOSE LOCATIONS (Water Supply)

Bldg. No.	Description	Location
	#2 Silo	West side
	Fruit Bins	North, south and central walls
12	Administration	1st floor, east wall
12	Administration	2nd floor, by stairway
12	Administration	3rd floor, east and west walls
14	Old Pectin Bldg.	South east corner
16	PSD	East, south east and west central walls
31	Licensee Mfg.	1st floor, east and west walls
31	Licensee Mfg. & QC Labs	2nd floor, lab, east and west walls
31	Licensee Mfg. & QC Labs	3rd floor, east and west wall
64	Can Plant	South and east walls

### 3. TRANSPORTATION RESOURCES (General)

#### COMPANY VEHICLES AVAILABLE

VEHICLE	LOCATION
2 Automobiles	Pool Area
3 Pick-Up Trucks	Maintenance
33 Forklifts	Warehouse Production
1 Crane	Maintenance
2 Skip Loaders	Production
2 Dump trucks	Transportation
7 Trucks (full size big-rigs)	Transportation
1 Scrubber	Distribution

### 4. EMERGENCY RESPONSE EQUIPMENT INVENTORY

#### PERSONAL PROTECTIVE EQUIPMENT (Building 23)

Rubber Boots	30 pair
Rubber Aprons	20 each
Wet Gear/Jackets	<50 each

## EMERGENCY RESPONSE PLAN Ontario Facility

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**ABSORBEE** (Building 14, 1st floor) >800 pounds  
Absorbent material for liquid spills.

### **RESPIRATORS**

Masks for Ammonia - S, M, L 22  
(see Attached Location List next page)

Disposable Canisters for Masks 70  
(Stockroom, Building 23)

Paint/spray pesticide canisters disposable 24  
(Stockroom, Building 23)

Kits complete for refrigeration maintenance 4  
(Stockroom, Building 23)

**SCBA GEAR** (Portable Disaster Cart) 4  
(Portable Air Supply Equipment)

**GAS DETECTORS (Ammonia)** 4  
(2-Maintenance, 2-Safety)

**SAFETY HARNESES** (Stockroom, Building 23) 4  
(Confined Entry Situations)

**ESCAPE AIR PACKS (Ammonia)** 2  
Quality Control Lab (Pending)

## EMERGENCY RESPONSE PLAN Ontario Facility

### Ammonia Gas Mask Location List (For Emergency Response Situations)

Building No.	Description	Mask Units
1	East Door into compressor room, northwest wall by hydraulic cage, & northwest wall by restroom	3
Emergency Trailer	Trailer parked by water tower	2
11	1st Floor landing of stairwell	1
14	Security Office	1
15	Outside southwest wall	1
29	Outside north wall	1
31	Ground floor landing of stairway, inside 2nd floor by south stairway, & inside 3rd floor by south stairway	3
32	Landing between B29 and B32	1
53	By door into extraction pulp tank room	1
54	Main compressor room office door, east wall main compressor room by #4FES, west wall tropicana compressor room, & southwest corner main compressor room	5
61	East wall by outside tropicana tube chiller	1
73	By outside compressor	1
74	Outside ammonia pump room	1

# Hazardous Material Release - Report Form

## [Follow Hazardous Materials (Ammonia) Protocol]

Name of Caller: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_ am pm

Department: \_\_\_\_\_ Name of Supervisor: \_\_\_\_\_

Location of Hazardous Material Spill or Release.

Street Address: ☐ 616 East Sunkist Street ☐ 720 East Sunkist Street ☐ 760 East Sunkist Street

Building Location: \_\_\_\_\_ Specific Site in Building: \_\_\_\_\_

Name of Hazardous Material: \_\_\_\_\_

Amount of Spill or Release: \_\_\_\_\_ Units (circle one): lbs. gallons cu. ft. other \_\_\_\_\_

Hazard Class (circle one): Flammable Corrosive Toxic Physical State (circle one): Gas Liquid Solid

Date of Release: \_\_\_\_\_ Time of Release: \_\_\_\_\_ am pm

Summary of Release (Explanation): \_\_\_\_\_

Agency Notification(s): **Minimum Reporting Required in Bold (<RQ) IMMEDIATELY AFTER RELEASE**

☐ **SB County Fire Department** Contact Name: \_\_\_\_\_ Time: \_\_\_\_\_ am pm  
(800)338-6942 or (909)387-4631  
⇒ (OES Form 304 Also Required) Control No. \_\_\_\_\_

☐ **Office of Emergency Services (OES)** Contact Name: \_\_\_\_\_ Time: \_\_\_\_\_ am pm  
(800)852-7550 or (916)262-1621  
⇒ (OES Form 304 Also Required) Control No. \_\_\_\_\_

☐ **SC Air Quality Mgmt. Dist. (SCAQMD)** Contact Name: \_\_\_\_\_ Time: \_\_\_\_\_ am pm  
(800)288-7664 selection 2, then 3

☐ **National Response Center** Contact Name: \_\_\_\_\_ Time: \_\_\_\_\_ am pm  
(800)424-8802  
(If Release>RQ or amount unknown) Control No. \_\_\_\_\_

☐ **Police or Local Fire Department** Contact Name: \_\_\_\_\_ Time: \_\_\_\_\_ am pm  
911

☐ **Cal-OSHA (Injuries)** Contact Name: \_\_\_\_\_ Time: \_\_\_\_\_ am pm  
(800)321-OSHA or (909)383-4321

☐ **Department of Toxic Substances** Contact Name: \_\_\_\_\_ Time: \_\_\_\_\_ am pm  
(916)323-3600

☐ **Regional Water Quality Control Board** Contact Name: \_\_\_\_\_ Time: \_\_\_\_\_ am pm  
(909)782-4130

\*\*\*\*\* Please send a copy of the completed form to Environmental Group \*\*\*\*\*



OES

California Code of Regulations  
Title 19  
Division 2  
Chapter 4

## EMERGENCY RELEASE FOLLOW - UP NOTICE REPORTING FORM

<b>A</b>	BUSINESS NAME	FACILITY EMERGENCY CONTACT & PHONE NUMBER ( ) -	
<b>B</b>	INCIDENT DATE MO DAY YR	TIME OES NOTIFIED	(use 24 hr time) OES CONTROL NO.
<b>C</b>	INCIDENT ADDRESS LOCATION	CITY / COMMUNITY	COUNTY ZIP
<b>D</b>	CHEMICAL OR TRADE NAME (print or type)		CAS Number
	CHECK IF CHEMICAL IS LISTED IN 40 CFR 355, APPENDIX A <input type="checkbox"/>		CHECK IF RELEASE REQUIRES NOTIFICATION UNDER 42 U.S.C. Section 9603 (a) <input type="checkbox"/>
	PHYSICAL STATE CONTAINED <input type="checkbox"/> SOLID <input type="checkbox"/> LIQUID <input type="checkbox"/> GAS	PHYSICAL STATE RELEASED <input type="checkbox"/> SOLID <input type="checkbox"/> LIQUID <input type="checkbox"/> GAS	QUANTITY RELEASED
	ENVIRONMENTAL CONTAMINATION <input type="checkbox"/> AIR <input type="checkbox"/> WATER <input type="checkbox"/> GROUND <input type="checkbox"/> OTHER	TIME OF RELEASE	DURATION OF RELEASE ___ DAYS ___ HOURS ___ MINUTES
<b>E</b>	ACTIONS TAKEN		
	KNOWN OR ANTICIPATED HEALTH EFFECTS (Use the comments section for addition information)		
<b>F</b>	<input type="checkbox"/> ACUTE OR IMMEDIATE (explain) _____ <input type="checkbox"/> CHRONIC OR DELAYED (explain) _____ <input type="checkbox"/> NOT KNOWN (explain) _____		
<b>G</b>	ADVICE REGARDING MEDICAL ATTENTION NECESSARY FOR EXPOSED INDIVIDUALS		
<b>H</b>	COMMENTS (INDICATE SECTION (A - G) AND ITEM WITH COMMENTS OR ADDITIONAL INFORMATION)		
<b>I</b>	CERTIFICATION: I certify under penalty of law that I have personally examined and I am familiar with the information submitted and believe the submitted information is true, accurate, and complete. REPORTING FACILITY REPRESENTATIVE (print or type) _____ SIGNATURE OF REPORTING FACILITY REPRESENTATIVE _____ DATE: _____		

## **AMMONIA RELEASE PROTOCOL**

**FOR ANY ACTUAL RELEASE OR THREATENED (POTENTIAL) RELEASE OF AMMONIA, any employee, authorized representatives, or handlers must IMMEDIATELY notify the agencies outlined in this protocol.**

**SPECIFICALLY IF THERE IS ANY RELEASE THAT AN EMPLOYEE:**

- Has to evacuate employees or customers
- Has to implement an emergency plan
- Has to use a water spray to knock down an ammonia cloud or fumes or odor
- Has to put on a respirator
- Has to use supplied air
- Enters a leaking ammonia area and the employee's eyes tear or burn
- Enters a leaking ammonia area and the employee's throat burns or is hoarse at a later time
- Finds product is damaged
- Can not capture the release before it enters the environment
- Has been exposed above the Occupational Exposure Limit of 35 ppm for 15 minutes (or 25 ppm for 8 hours)

**IMMEDIATELY notify the following agencies:**

**San Bernardino County Fire Department (CUPA)** 800-338-6942 OR 909-387-4631

**AND**

**Office of Emergency Services Warning Center (OES)** 800-852-7550 OR 916-262-1621

**AND**

**South Coast Air Management District (SCAMD)** 800-288-7664 selection 2, then 3

**AND**

The Local Emergency Response Agency (Either the **Police 911** or **Local Fire Department 911**) if you need police to block off streets, or you need the fire department to help spray down fumes.

The following information should be communicated with the initial phone report of a release or threatened release:

- The exact location of the release or threatened release
- The name of the reporter
- The hazardous material involved
- An estimate of the quantity of material released
- If known, the potential hazards posed by the hazardous material

The Hazardous Material Release - Report Form should be completed containing the above mentioned information and include contact names and any document numbers supplied by the person responding to the notification.

**AMMONIA RELEASE PROTOCOL, Continued**

**IN ADDITION, IF THE RELEASE IS GREATER THAN 100 LBS OR 17.5 GALLONS (>RQ or unknown quantity)**

**Also Notify**

**National Response Center** 800-424-8802

**and**

**Cal-OSHA** (for Harmful Exposures to Workers or Serious Injuries) 800-321-OSHA  
or 909-383-4321

**and IF THERE IS A RELEASE FROM A SECONDARY CONTAINMENT:**

**Department of Toxic Substances** 916-323-3600  
(emergency response for secondary containment releases)

**and IF THERE ARE DISCHARGES OR PROPOSED DISCHARGES THAT THREATEN OR MAY IMPACT WATER QUALITY (INCLUDES GROUND AND SURFACE WATER AND STORM WATER DRAINS)**

**Regional Water Quality Control Board** 909-782-4130  
909-781-6288 (Fax)

A written follow-up is required on a form specified by **OES** (Form 304) [19 CCR Section 2705]. The form must be submitted as soon as possible, but no later than 10 days, to the local administering agency (**CUPA**) and the **OES** in Sacramento. (Rancho Cordova is a suburb of Sacramento.)

**CUPA**

County Fire Department  
Hazardous Materials Division  
385 North Arrowhead Avenue, 2<sup>nd</sup> Floor  
San Bernardino, CA 92415-0153  
Attn.: OES 304 Reporting

Wayne Williams  
(909)387-3080  
(909)387-4323 fax

**OES**

Office of Emergency Services  
Hazardous Materials Unit  
P.O. Box 419047  
Rancho Cordova, CA 95741-9047  
Attn: 304 Reporting

Diana Cossart  
(916)464-3283  
(916)464-3205 fax

## EMERGENCY RESPONSE PLAN Ontario Facility

### REPORTABLE QUANTITIES OF HAZARDOUS SUBSTANCES ONTARIO FACILITY

Substance	Reportable Quantity (RQ in lbs.)
Acetic Acid	1,000
Ammonia	100
Chlorine	10
Diazinon	1
Hydrochloric Acid	5,000
Mercury	1
Nitric Acid	1,000
Phosphoric Acid	5,000
Sodium Bisulfite	5,000
Sodium Hydroxide	1,000
Sodium Hypochlorite	100
Sulfuric Acid	1,000

### **D. DEFINITION OF TERMS**

#### **AREA COORDINATOR:**

Person from each department or building area will be designated as Area Coordinator

The Area Coordinator will be the Department Manager, Supervisor, Foreman or lead person depending on work shift, attendance and area.

This person will be responsible for communication with the ECC and employees.

#### **ASSISTANT COORDINATOR:**

Person designated from each work area, floor or department, and will assist the Area Coordinator in case of emergency.

Foremen and/or leads will be assigned to be assistants by the department..

#### **"EC" -- EMERGENCY COORDINATOR:**

Activated by Management when needed to be the control point during an emergency. The ECC will coordinate internal (medical, security, maintenance) and with external (police, fire, paramedics) emergency teams.

#### **EMERGENCY NUMBER:**

Extension 2541 (Security will answer)

#### **EMERGENCY RESPONSE TEAM:**

Employees of Sunkist Processed Products Division trained in emergency response.

#### **EVACUATION ASSEMBLY AREA:**

A safe assembly and waiting area away from danger for employees.

#### **EXIT:**

Nearest and/or safety path to evacuate a work area.

#### **FIRST AID AREA:**

The area designated by the ECC for injured employees to be taken for medical attention.

### **D. DEFINITION OF TERMS (CONTINUED)**

#### **FLOOR PLAN:**

Drawing of a work area/building showing nearest exits

#### **HAZARDOUS MATERIAL:**

Any material that, because of its quantity, concentration, or physical or chemical characteristics, poses a significant present or potential hazard to human health and safety or to the environment if released into the workplace or the environment.

#### **KEY PERSONNEL:**

Names of employees to be called in case of an emergency at the plant. See Call List.

#### **MAINTENANCE:**

Is the department that is in charge of shutting off utilities. They will assist the ECC as necessary.

#### **MANPOWER:**

Those employees in the Evacuation Assembly Area who will be assigned tasks to facilitate an orderly emergency.

#### **MEDICAL TEAM:**

Employees trained in First Aid, CPR and who will assist the injured.

#### **RELEASE:**

Any spills, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping or disposing into the environment, unless permitted or permitted or authorized by a regulatory agency.

#### **SECURITY:**

Is the department that will assist the ECC as necessary in controlling the emergency.

#### **SHUT DOWN PRODUCERS:**

Orderly plan for turning off hazardous or vital functions as necessary.

#### **THREATENED RELEASE:**

Condition creating a potential for a release, when the probability and potential extent of harm make it reasonably necessary to take immediate action to prevent, reduce or mitigate the release. Releases as a result of repairs are potential releases prior to the repair being made.



Processed Products Division  
Research & Technical Services Division

## EMERGENCY RESPONSE PLAN Ontario Facility

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### **E. SUNKIST PROPERTY PARCEL NUMBERS**

#### **PARCEL NUMBERS:**

1049-201-080000  
1049-201-280000  
1049-202-010000  
1049-202-030000  
1049-202-040000  
1049-202-050000  
1049-202-060000  
1049-202-070000  
1049-202-160000  
1049-202-170000  
1049-202-180000  
1049-202-190000  
1049-202-200000  
1049-211-010000  
1049-211-040000  
1049-211-050000  
1049-211-051000  
1049-211-060000  
1049-221-040000  
1049-221-120000  
1049-221-130000  
1049-221-140000  
1049-232-210000  
1049-281-040000  
1049-352-010000  
1049-354-040000  
1049-354-060000

#### **RESEARCH CENTER:**

1049-211-030000  
1049-211-031000

#### **MAIN PLANT**

1049-221-010000  
1049-221-011001